

**MINUTES OF THE MEETING
OF THE BOARD OF
ENVIRONMENTAL HEALTH SPECIALISTS**

April 21, 2006

CALL TO ORDER

George Hanssen, Chairperson, called the meeting of the Board of Environmental Health Specialists to order at 1:39 p.m. Friday, April 21, 2006, in the Director's Conference Room, 3rd Floor, State Office Building, 301 Centennial Mall South, Lincoln, Nebraska. The meeting was duly publicized by distribution of the Notice of the Meeting Agenda ten (10) days prior to the meeting and posting the agenda at the entrance to the Health and Human Services Department of Regulation and Licensure at least twenty-four (24) hours prior to the meeting.

Roll Call

The following Board Members, HHSS Staff and State Staff were present at the meeting:

George Hanssen, Chairperson
Michael Gould, Vice-Chair
Tom Baker, Secretary
Doug Clark, Professional Member
Joyce Jensen, Professional Member
Leslie Olson, Lay Member

Diane Hansmeyer, Section Administrator
Delores James, Credentialing Coordinator
Susan Strong, Assistant Attorney General
Ladonna Shippen, RAID (Entered at 2:25 p.m)

Adoption of the Agenda

Jensen moved, seconded by Clark, to adopt the agenda as presented. Voting aye: Hanssen, Gould, Baker, Jensen, Olson and Clark. Voting nay: none. Absent and not voting: None. Motion carried.

Approval of Minutes

Clark moved, seconded by Olson, for approval of the minutes for the October 24, 2005 board meeting. Voting aye: Gould, Baker, Jensen, Olson, Clark and Hanssen. Voting nay: None. Note voting: None. Motion carried.

NEW COMPLAINT PROCESS

Mike Grutsch, Investigations Division, is in the process of revising the complaint process and will speak to the Board at their October meeting.

FEE REVIEW 2007-2008 (Attachment A)

Hansmeyer presented information regarding the Registration Fee Review for 2007-2008. The worksheet provides revenue and expenditures, which results in the cost per credential. After a discussion, the Board decided not to increase the

fees at this time, but will place this issue on the April 20, 2007 agenda for discussion.

REGULATION REVIEW

Hansmeyer asked the Board to review sections of the regulations on an ongoing basis to make sure that they are current and what the Board wants. She suggested that they might want to review initial registration on page 2, definitions on pages 1 and 2; continuing competency on page 8, and unprofessional conduct on pages 19 and 20.

The Board looked at a sample of acceptable documentation for the CE audit from Nebraska Environmental Health Association and decided that this would be acceptable documentation for audited individuals during renewal time (Attachment B).

The following sections of the regulations will be reviewed at the next board meeting:

The use of the term verified will be researched by staff.

Continuing Competency, §168-005, pages 8-13, Doug Clark

Unprofessional Conduct, §168-008.03 (10), pages 19-20, Mike Gould

OLD BUSINESS

There was no old business.

NEW BUSINESS

Board/Staff Duties and Responsibilities (Attachment C)

Jensen moved, seconded by Olson, to approve the board/staff duties and responsibilities. Voting aye: Baker, Olson, Gould, Jensen, Clark and Hanssen. Voting nay: None. Motion carried.

LAP Report (Attachment D)

Hansmeyer gave the Board a Licensee Assistance Program report on quarterly statistics for the period of January through March 31, 2006. Judy Liebrock, the program coordinator, prepares a quarterly as well as a year-end report with breakdowns by professions and substances. She also writes articles that can be used by associations in their newsletters. This report was given to the Board for informational purposes only.

Shippen left the meeting at 3:15 p.m.

Complaint Screener/Inv. Consultant

Clark moved, seconded by Baker, to retain Joyce Jensen as investigative consultant and complaint screener. Voting aye: Olson, Gould, Jensen, Clark, Hanssen and Baker. Voting nay: None. Motion carried.

Registration Renewal Audit

Olson moved, seconded by Jensen, to keep the registration renewal audit at 10% for the 2007 renewal period. Voting aye: Gould, Jensen, Clark, Hanssen, Baker and Olson. Voting nay: None. Motion carried.

Election of Officers

Clark moved, seconded by Baker, to keep the same slate of officers: George Hanssen as Chairperson, Michael Gould as Vice-Chair, and Tom Baker as Secretary. Voting aye: Jensen, Clark, Hanssen, Baker, Olson and Gould. Voting nay: None. Motion carried.

MISCELLANEOUS

Board Meeting

The next board meeting will be held on Thursday, October 26, 2006 at 1:30 p.m. (CST) in Lincoln, Nebraska.

ADJOURNMENT

There being no further business, the meeting was adjourned at 3:35 p.m.

Respectfully submitted,

Tom Baker, Secretary

Prepared by Delores Y. James. Credentialing Coordinator